EWO Service Process Map 4

Legal Statements Process Map

EWO/ESW completes statement in accordance with training of July 2023. PACE interview as directed by EWO Manager.

Court papers to gateway as service priority via APP

EWO email to ESO to update Grid and action noted on EWO service recording system

Legal Services check and lay evidence for court. EWO/ESW TM/SLA notified of date by email (no meeting required)

Case holding EWO/ESW and EWO TM attend court with Legal or SJP Protocol

EWO/ESW to email school Head to confirm outcome

Outcome reported to ESO FPN to update grid and recording by EWO Team Manager

SLA to collate half termly outcomes to report to Senior Management/Scrutiny/Heads from service

After 6 weeks -Spot check date established by EWO Manager/SLA to measure impact of action

Court outcomes shared with community and school pupils via social media and school assemblies (GDPR appropriate)